

**REQUEST FOR AWARD OF A POSTHUMOUS DEGREE**

Name of Student: \_\_\_\_\_ UTC ID: \_\_\_\_\_

College: \_\_\_\_\_

Degree to be Awarded: \_\_\_\_\_

Date of Award: \_\_\_\_\_

**Rationale (include remaining requirements, Institutional Cumulative and Major GPAs, projected graduation date):**

**Approvals:**

Dean of College: \_\_\_\_\_ Date: \_\_\_\_\_

Provost: \_\_\_\_\_ Date: \_\_\_\_\_

Chancellor: \_\_\_\_\_ Date: \_\_\_\_\_

President: \_\_\_\_\_ Date: \_\_\_\_\_

**GUIDELINES FOR AWARDING A POSTHUMOUS DEGREE:**

A posthumous degree may be awarded to a student who dies before the projected graduation date. The award of posthumous degrees is generally limited to those individuals who have completed all academic requirements for the degree. However, students who were nearing completion of degree requirements at the time of their death may be considered on an individual basis.

Requests for a posthumous degree are submitted by the Dean of the appropriate college to the Provost and Chancellor for their approval. Approved requests are sent to the President of the UT System for his or her approval.

Although awarding a posthumous degree is not automatic, to be considered, a student must meet these minimum requirements:

- Good academic standing
- Near completion of degree requirements
- Minimum Institutional Cumulative and Major GPA graduation requirements

A student not meeting these minimum standards may be considered for such an award under extraordinary circumstances.

**Checklist for completion of the process:  
Routed by the Chief of Staff, Chancellor’s Office**

- Confirmation of student’s death \_\_\_\_\_
- Registrar’s Office notified of death \_\_\_\_\_
- Request submitted by Dean to Provost \_\_\_\_\_
- Provost’s approval \_\_\_\_\_
- Chancellor’s approval \_\_\_\_\_
- Submitted to President \_\_\_\_\_
- Registrar’s Office notified of approval for degree \_\_\_\_\_
- Family notification and approval (by chief of staff,  
Chancellor’s office) \_\_\_\_\_
- Name for diploma verified by family \_\_\_\_\_
- Commencement plans confirmed with family  
(by Chief of Staff, Chancellor’s office) \_\_\_\_\_